

## Public Material Supporting Proposal Thirteen

### I. PREFACE

#### A. Purpose and Content

The purpose of USPS-RM2015-7/1 is to provide the supporting public materials for the processes used to calculate the regular delivery time variabilities. It also includes materials showing the impact of Proposal Thirteen on Market Dominant products. The ZIP Codes in the public folder are masked and the crosswalk between the masked ZIPs and the actual ZIPs is provided in USPS-RM2015-7/NP1. The cost impacts for all products, including Competitive products, are contained in USPS-RM2015-7/NP1.

#### B. Predecessor Documents

None.

#### C. Methodology Changes

Not applicable

### II. ORGANIZATION

In addition to this Word (pdf) Preface, USPS-RM2015-7/1 consists of a zip file containing seven directories and twenty-seven subdirectories. The table on the following page provides the name and purpose of each directory. The specific contents of each directory are described in order starting on page three. The logical starting point to review these materials is the detailed textual explanation of all facets of the Proposal presented in ***Report on the City Carrier Street Time Study.pdf*** which is contained in the Letter\_Route\_Report directory in USPS-RM2015-7/1.

## List of Directories included in RM2015-7/1

Directory	Purpose
I. Cost_Impacts	Contains the revised I-Forms and CS06&7 workbooks from implementing Proposal 13. These workbooks are color coded highlighting the changes to the impacted cells.. It also includes a workbook showing the cost impacts on the market dominant products.
II. Cost_Pool_Formation	Includes the input files, SAS programs, SAS logs, and SAS outputs necessary to compute the cost pool proportions shown in the technical report.
III. Devation_Parcel_Acct_Equation	Includes input files, SAS programs, SAS logs, and SAS outputs necessary to compute the variabilities for deviation parcels and accountables shown in the technical report.
IV. In_Receptacle_Parcel_Equation	Includes input files, SAS programs, SAS logs, and SAS outputs necessary to compute the variabilities for in-receptacle parcels shown in the technical report.
V. Letter_Route_Report	Consists of a pdf file that provides a detailed technical account of the processes used to derive the proposed street letter route cost model for city carriers.
VI. Regular_Delivery_Equation	Includes input files, SAS programs, SAS logs, and SAS outputs necessary to compute the variabilities for the regular delivery equation shown in the technical report.
VII. Training_Data_Collection	Includes all of the materials used to train the field personnel (carriers and study coordinators) for both the collection and package/accountable studies.

## A. Specific Contents of Files by Subdirectory by Directory

### I. Directory - Cost\_Impacts

#### Contents

Filename	Purpose
Cost_Impacts_Proposal_13.xlsx	Excel workbook that shows the cost impacts of Proposal 13 on all market dominant products.
CS06&7_Proposal_13.xls	Excel workbook that computes the city carrier street letter route cost model using Proposal 13. The impacted worksheets and cells are color coded.
I_Forms_Proposal_13.xls	Excel workbook that contains the necessary revised inputs needed to implement Proposal 13. These include new volume inputs from CCCS, new cost pool proportions from Form 3999, and new delivery variabilities. These are linked to the CS06&7_Proposal_13 workbook. The impacted worksheets and cells are color coded.

### II. Directory – Cost\_Pool\_Formation

#### Subdirectories – 7

##### 1. Form\_3999\_Excel\_File

#### Contents

Filename	Purpose
Form_3999_Activities.xlsx	This Excel workbook contains the most recent Form 3999 information for city letter routes. It is used as an input to SAS program named cost_pools_regular_delivery_time.sas

##### 2. Package\_Study\_DOIS\_Excel\_File

#### Contents

Filename	Purpose
Package_Study_DOIS_Masked_ZIPS.xlsx	Excel workbook with DOIS data from ZIPs in P/A study.

### 3. SAS\_Data\_Sets

#### Contents

Filename	Purpose
dois_package_study_masked_zips.sas7dbat	SAS data set with DOIS data from ZIPs in Parcel Accountable .study.
package_study_volume_masked_zips.sas7dbat	SAS dataset with the volume from the ZIPs in the P/A study by zip/route/day.
scanrouteday_masked_zips.sas7dbat	SAS dataset that contains parcel/accountable activity times for each zip/route/day in the package/accountable study.

### 4. SAS\_Logs

#### Contents

Filename	Purpose
cost_pools_parcel_acct_time.log	Log file resulting from running SAS program with same name
cost_pools_regular_delivery_time.log	Log file resulting from running SAS program with same name.
package_study_DOIS_data_readin.log	Log file resulting from running SAS program with same name.
package_study_WEBTOOL_readin.log	Log file resulting from running SAS program with same name.

## 5. SAS\_Output

### Contents

Filename	Purpose
cost_pools_parcel_acct_time.lst	Output file resulting from running SAS program with same name. The figures from the variables ir_propor and dev_propor are inputs into the I-Forms_Proposal_13.xlsx workbook, tab I 6&7 Factors New rows 19 and 20, column I.
cost_pools_regular_delivery_time.lst	Output file resulting from running SAS program with same name. The figures from the variables g_regdel_prop and g_pa_del_prop are inputs into the I-Forms_Proposal_13.xlsx workbook, tab I 6&7 Factors New rows 12 and 13, column I. The figures from the variables relay_prop, ttf_prop, and ntt_prop are inputs into I-Forms_Proposal_13.xlsx workbook, tab I 6&7 Factors New rows 16 and 17, column C.

## 6. SAS\_Programs

This subdirectory contains four SAS programs that should be run SEQUENTIALLY in order to replicate the cost pool proportions illustrated in the technical report.

### Contents

Filename	Purpose	Inputs	Outputs
1.package_study_WEBTOOL_readin.sas	SAS program that reads in data entered by the field from the WEBTOOL used in the P/A study.	1.Package_Accountable_Study_Data_March25...April07.xlsx (12 Excel workbooks)	1.package_study_volume_masked_zips.sas7dbat
2.package_study_DOIS_data_readin.sas	SAS program that reads in DOIS data for the ZIPs that participated in P/A study.	1. package_study_DOIS_masked_ZIPS.xlsx	1.dois_package_study_masked_zips.sas7dbat
3.cost_pools_regular_delivery_time.sas	SAS program that computes the cost pool proportions for regular delivery time used in Proposal 13. The output of this program feeds I-Forms_Proposal_13.xlsx, tab I 6&7 Factors New.	1. form_3999_activities.xlsx	1.cost_pools_regular_delivery_time.lst
4. cost_pools_parcel_acct_time.sas	SAS program that computes the cost pool proportions for in-receptacle and deviation parcels used in Proposal 13. The output of this program feeds I-Forms_Proposal_13.xlsx, tab I 6&7 Factors New.	1. package_study_volme_masked_zips.sas7dbat 2. dois_package_study_masked_zips.sas7dbat 3. scanrouteday_masked_zips.sas7dbat	1.cost_pools_parcel_acct_time.lst

## 7. WEBTOOL\_Excel\_Files\_Parcel\_Accountable\_Study

This subdirectory contains daily Excels file captured from the study ZIPs during the parcel/accountable study. The list of twelve Excel workbooks in this subdirectory is contained in the table.

### Contents

Filename	Content	Obs
Package_Accountable_Study_Data_March25.xlsx	March 25 data	5,499
Package_Accountable_Study_Data_March26.xlsx	March 26 data	5,589
Package_Accountable_Study_Data_March27.xlsx	March 27 data	5,641
Package_Accountable_Study_Data_March28.xlsx	March 28 data	5,661
Package_Accountable_Study_Data_March29.xlsx	March 29 data	5,625
Package_Accountable_Study_Data_March31.xlsx	March 31 data	5,658
Package_Accountable_Study_Data_April01.xlsx	April 1 data	5,583
Package_Accountable_Study_Data_April02.xlsx	April 2 data	5,546
Package_Accountable_Study_Data_April03.xlsx	April 3 data	5,475
Package_Accountable_Study_Data_April04.xlsx	April 4 data	5,447
Package_Accountable_Study_Data_April05.xlsx	April 5 data	5,511
Package_Accountable_Study_Data_April07.xlsx	April 7 data	5,510

## III. Directory - Deviation\_Parcel\_Acct\_Equation

### Subdirectories – 4

#### 1. SAS Data\_Sets

Filename	Purpose
dois_package_study_masked_zips.sas7dbat	SAS data set with DOIS data from ZIPs in Parcel Accountable .study.
masked_zips_characteristics.sas7dbat	SAS dataset with characteristic information about each study ZIP
package_study_volume_masked_zips.sas7dbat	SAS dataset with the volume from the ZIPs in the P/A study by zip/route/day.
scanrouteday_masked_zips.sas7dbat	SAS dataset that contains parcel/accountable activity times for each zip/route/day in the package/accountable study.

**2. SAS\_Logs**

Filename	Purpose
deviation_acct_variabilities_model.log	SAS log file for program of the same name

**3. SAS\_Output**

Filename	Purpose
deviation_acct_variabilities_model.lst	SAS output file for program of the same name

**4. SAS\_Programs**

Filename	Purpose
deviation_acct_variabilities_model.sas	Estimates the variabilities for deviation parcels and accountables under Proposal 13.

**IV. Directory - In\_Receptacle\_Parcel\_Equation****Subdirectories – 4****1. SAS\_Data\_Sets**

Filename	Purpose
dois_package_study_masked_zips.sas7dbat	SAS data set with DOIS data from ZIPs in Parcel Accountable .study.
masked_zips_characteristics.sas7dbat	SAS dataset with characteristic information about each study ZIP
package_study_volume_masked_zips.sas7dbat	SAS dataset with the volume from the ZIPs in the P/A study by zip/route/day.
scanrouteday_masked_zips.sas7dbat	SAS dataset that contains parcel/accountable activity times for each zip/route/day in the package/accountable study. .



**2. SAS\_Logs**

Filename	Purpose
in_receptacle_variabilities_model.log	SAS log file for program of the same name

**3. SAS\_Output**

Filename	Purpose
in_receptacle_variabilities_model.lst	SAS output file for program of the same name

**4. SAS\_Programs**

Filename	Purpose
in_receptacle_variabilities_model.sas	Estimates the variabilities for in-receptacle parcels under Proposal 13.

**V. Letter\_Route\_Report****Contents**

Filename	Purpose
Report on the City Carrier Street Time Study.pdf	This is pdf file that provides a detailed technical account of the processes used to derive the proposed street letter route cost model for city carriers.

**VI. Directory – Regular\_Delivery\_Equation****Subdirectories – 9****1. Census\_Data\_Excel\_File****Contents**

Filename	Purpose
Census_Data_Study.xlsx	Excel workbook contains information from Census for the study ZIPs and is used as an input to the SAS program reg_deliv_census_readin.sas

**2. Form\_3999\_Excel\_File****Contents**

<b>Filename</b>	<b>Purpose</b>
Form_3999_Study_ZIPS.xlsx	Excel workbook contains Form 3999 data for the study ZIPs and is used as an input to the SAS program reg_deliv_form_3999_readin.sas

**3. Frame\_DOIS\_Excel\_File****Contents**

<b>Filename</b>	<b>Purpose</b>
CCCS_FRAME_DOIS_Study_ZIPS.xlsx	Excel workbook contains CCCS Frame and DOIS data for the study ZIPs and is used as an input to the SAS program reg_deliv_dois_cccs_frame_readin.sas

**4. Misc\_Excel\_Files****Contents**

<b>Filename</b>	<b>Purpose</b>
Collection_Study_Imputed_Route_Day_Means.xlsx.	Excel workbook contains the imputed means for some missing ZIP days encountered during the collection study.
Collection_Study_Vacant_Routes.xlsx.	Excel workbook has information about ZIPs in study that had vacant routes.

## 5. SAS\_Data\_Sets

### Contents

Filename	Contents
carrier_input.sas7dbat	Results from reading in unedited data from the WEBTOOL
carrier_tot_zip_route_date.sas7dbat	Totals by ZIP Route Day for Collection Study
census_study_zips.sas7dbat	Census data for study zips
dois_cccs_frame_study_zips.sas7dbat	DOIS and CCCS Frame information for study zips
form_3999_study_zips.sas7dbat	Form 3999 information for the study ZIPs
doiscv.sas7dbat	Analysis dataset used for variabilities for regular delivery eqn

## 6. SAS\_Logs

### Contents

Filename	Purpose
collection_study_WEBTOOL_readin.log	Log file from running SAS program of same name
collection_study_WEBTOOL_filter_edits.log	Log file from running SAS program of same name
reg_deliv_census_readin.log	Log file from running SAS program of same name
reg_deliv_dois_cccs_frame_readin.log	Log file from running SAS program of same name
reg_deliv_form_3999_readin.log	Log file from running SAS program of same name
reg_deliv_time_analysis_dataset.log	Log file from running SAS program of same name
estim_variab_reg_del_time.log	Log file from running SAS program of same name

## 7. SAS\_Output

### Contents

Filename	Purpose
estim_variab_reg_del_time.lst	Output from running SAS program with same name

## 8. SAS\_Programs

### Contents

This subdirectory contains seven SAS programs that should be run SEQUENTIALLY in order to replicate the regular delivery time variabilities illustrated in the technical report.

Filename	Purpose	Inputs	Outputs (SAS)
1.collection_study_WEBTOOL_readin.sas	Reads in study raw data	1.collection_test_data_0429...0516.xlsx (18 Excel workbooks)	1.carrier_input.sas7dbat
2.collection_study_WEBTOOL_filter_edits.sas	Imputes data and filters out dates with incomplete data	1. carrier_input 2. collection_study_vacant_routes.xlsx 3.collection_study_imputed_route_day_means.xlsx	1.carrier_tot_zip_route_date.sas7dbat
3. reg_deliv_census_readin.sas	Reads in census data	1. census_data_study.xlsx	1.census_study_zips.sas7dbat
4. reg_deliv_form_3999_readin.sas	Reads in Form 3999 data	1. form_3999_study_zips.xlsx	1.form_3999_study_zips.sas7dbat
5. reg_deliv_dois_cccs_frame_readin.sas	Reads in DOIS and Frame data	1. CCCS_frame_DOIS_study_zips.sas7dbat	1.dois_cccs_frame_study_zips.sas7dbat
6. reg_deliv_time_analysis_dataset.sas	Merge study data, DOIS data, and frame data into one analysis dataset	1. carrier_tot_zip_route_date.sas7dbat 2.census_study_zips.sas7dbat 3 form_3999_study_zips.sas7dbat 4. dois_cccs_frame_study_zips.sas7dbat	1.doiscv.sas7dbat
7. estim_variab_reg_del_time.sas	Estimate variabilities for regular delivery time	doiscv.sas7dbat	1.est_variab_reg_del_time.lst

## 9. WEBTOOL\_Excel\_Files\_Collection\_Study

### Contents

This subdirectory contains a daily Excel file captured from the study ZIPs during the collection mail study. The list of files in this subdirectory is contained in the table.

Filename	Content <sup>1</sup>	Obs
Collection_Test_data_0429_download_0519_1000	Apr 29 data	7,022
Collection_Test_data_0430_download_0519_1000	Apr 30 data	7,074
Collection_Test_data_0501_download_0519_1000	May 1 data	7,057
Collection_Test_data_0502_download_0519_1000	May 2 data	7,101
Collection_Test_data_0503_download_0519_1000	May 3 data	7,047
Collection_Test_data_0504_download_0519_1000	May 4 data	6,808
Collection_Test_data_0505_download_0519_1000	May 5 data	196
Collection_Test_data_0506_download_0519_1000	May 6 data	7,147
Collection_Test_data_0507_download_0519_1000	May 7 data	7,113
Collection_Test_data_0508_download_0519_1000	May 8 data	7,067
Collection_Test_data_0509_download_0519_1000	May 9 data	7,013
Collection_Test_data_0510_download_0519_1000	May 10 data	6,995
Collection_Test_data_0511_download_0519_1000	May 11 data	6,688
Collection_Test_data_0512_download_0519_1000	May 12 data	173
Collection_Test_data_0513_download_0519_1000	May 13 data	196
Collection_Test_data_0514_download_0519_1000	May 14 data	87
Collection_Test_data_0515_download_0519_1000	May 15 data	36
Collection_Test_data_0516_download_0519_1000	May 16 data	90

<sup>1</sup>Dates shown in the column are the dates selected by the individual entering the data and do not necessarily reflect the volumes from that date. For example, on Sunday, May 5, 2013 the study was not conducted but data was entered for that date. These sites were contacted and the dates are corrected in subsequent processing. This also holds for data with dates May 12, 2013 through May 16, 2013 as the study was completed on May 11, 2013.

## VII. Directory – Training\_Data\_Collection

### Subdirectories – 3

#### 1. General Overview

##### Contents

Filename	Purpose
Carrier_Field_Studies_Training_Overview.pdf	Pdf file that outlines the training processes used for both the collection and package/accountable studies.

#### 2.Collection\_Study\_Exhibits

##### Contents

Filename	Purpose
Collection_Study_Exhibit_1.pdf	Pdf file authorizing letter from COO and CFO
Collection_Study_Exhibit_2.pdf	Pdf file with instructions for Local Study Coordinators
Collection_Study_Exhibit_3.pdf	Pdf file with instructions for Regular and Auxiliary Carriers
Collection_Study_Exhibit_4.pdf	Pdf file with instructions for Clerks and City Carrier Collectors
Collection_Study_Exhibit_5.pdf	Pdf file with HQ Contacts List
Collection_Study_Exhibit_6.pdf	Pdf file answers to Frequently Asked Questions (FAQs)
Collection_Study_Exhibit_7.pdf	Pdf file with Stand Up Talk to personnel involved in study
Collection_Study_Exhibit_8.pdf	Pdf file – City Carrier Route Collection Mail Daily Logs
Collection_Study_Exhibit_9.pdf	Pdf file – Clerk/City Carrier Collector Collection Mail Daily Logs
Collection_Study_Exhibit_10.pdf	Pdf file with Local Coordinator Orientation
Collection_Study_Exhibit_11.pdf	Pdf file with WEBTOOL instructions

### 3. Package\_Accountable\_Study\_Exhibits

#### Contents

Filename	Purpose
Package_Accountable_Study_Exhibit_1.pdf	Pdf file with the Carrier Study Guide
Package_Accountable_Study_Exhibit_2.pdf	Pdf file with the Local Coordinator Instructions
Package_Accountable_Study_Exhibit_3.pdf	Pdf file City Carrier Daily Log
Package_Accountable_Study_Exhibit_4.pdf	Pdf file City Carrier Office Daily Log
Package_Accountable_Study_Exhibit_5.pdf	Pdf file with Carrier Training Stand Up Talk
Package_Accountable_Study_Exhibit_6.pdf	Pdf file Authorizing Letter from COO
Package_Accountable_Study_Exhibit_7.pdf	Pdf file with the barcodes on the bookmark version
Package_Accountable_Study_Exhibit_8.pdf	Pdf file with the barcodes on the version used by carriers
Package_Accountable_Study_Exhibit_9.pptx	Power Point Presentation used to train the carriers